

# JOB DESCRIPTION

EOE

## (REVISED) Grounds Maintenance Worker, Senior

**Date Open:** March 3, 2016  
**Date Close:** Until Filled

**Schedule:** 7:30 am – 4:30 pm  
Monday - Friday

**Salary:** \$12.5824 -  
\$15.4747 – Hourly

**Job # 16-024**  
Full Time  
Parks

**SUMMARY:** Under basic supervision, performs experienced repair and maintenance of parks and grounds, and other landscaped areas, in compliance with all safety regulations and standard procedures.

**ESSENTIAL FUNCTIONS:** -- *Essential functions, as defined under the Americans with Disabilities Act, may include any of the following representative duties, knowledge, and skills. This is not a comprehensive listing of all functions and duties performed by incumbents of this class; employees may be assigned duties which are not listed below; reasonable accommodations will be made as required. The job description does not constitute an employment agreement and is subject to change at any time by the employer. Essential duties and responsibilities may include, but are not limited to, the following:*

- Operates a variety of specialized tools and equipment to repair and maintain City parks, grounds, and facilities; performs maintenance and repairs in accordance with all safety regulations, and according to Parks Division procedures and quality standards; duties will vary according to job assignment.
- Performs experienced grounds maintenance tasks, including pesticide application, sports fields and playground maintenance, specialized landscaping renovation, and irrigation system installation and repair.
- Supports community events; sets up equipment and stages; breaks down events.
- Supports the relationship between the City of Roswell and the general public by demonstrating courteous and cooperative behavior when interacting with visitors and City staff; maintains confidentiality of work-related issues and City information; performs other duties as required or assigned.

### MINIMUM QUALIFICATIONS:

#### Education, Training and Experience Guidelines:

High School Diploma or GED equivalent; AND two years of experience in grounds maintenance projects, preferably with the City of Roswell; OR an equivalent combination of education, training, and experience.

#### Knowledge of:

- City policies and procedures.
- Methods, materials, tools, and equipment used in maintenance of parks, grounds, and facilities.
- Principles and practices of grounds maintenance including safe use and handling of chemicals.
- City geography, traffic patterns, streets, landmarks, and Parks facility locations.

#### Skill in:

- Operating and maintaining tools and equipment in a safe and effective manner.
- Identifying mechanical problems, and making basic adjustments and repairs to tools and equipment.
- Following instructions and procedures, and City safety rules and regulations.

### LICENSE AND CERTIFICATION REQUIREMENTS:

Must possess a Class D Driver's License issued by the State of New Mexico and have a satisfactory driving record.

Must obtain and maintain a Class "B" CDL driver's license within a six (6) month period of date of hire at employee's expense.

Must possess a Public Applicators pesticide license or acquire within 6 months of employment from New Mexico Department of Agriculture; additional special training and licensing may be required.

### PRE-EMPLOYMENT REQUIREMENTS:

Must be able to pass a rigid background investigation including work history, criminal records, driving records and other records deemed necessary.

Must pass a post-offer pre-employment limited physical given by a City-designated physician.

Must pass a post-offer pre-employment drug screen administered by a City-designated facility.

### PHYSICAL DEMANDS AND WORKING ENVIRONMENT:

Work is performed at City Park facilities; requires constant physical efforts, and may be exposed to dangerous tools and equipment; safety precautions must be followed, including use of safety equipment.

### CONDITIONS OF CONTINUED EMPLOYMENT:

Incumbents and candidates must have and maintain a satisfactory driving record and insurability in accordance with the City's insurance carrier.

**MUST SUBMIT THE "PRE-EMPLOYMENT RELEASE AND WAIVER" FORM WITH APPLICATION**



**CONDITIONS OF CONTINUED EMPLOYMENT:**

Incumbents and candidates must have and maintain a satisfactory driving record and insurability in accordance with the City's insurance carrier.